

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction SAN MATEO COUNTY

Reporting Period 01/01/2016 - 12/31/2016

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the “Final” button and clicking the “Submit” button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

The report must be printed and submitted along with your general plan report directly to OPR at the address listed below:

Governor’s Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

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Table A

Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
BLD2016-00675	MH	Renter	0	1	0	0	1	0			Mobile home housing for farm laborers
BLD2016-00106	MH	Renter	0	1	0	0	1	0			Mobile home unit for farm labor housing
BLD2016-00327	MH	Renter	0	1	0	0	1	0			Mobile home unit for farm labor housing
(9) Total of Moderate and Above Moderate from Table A3					7	50					
(10) Total by Income Table A/A3			0	3	7	50					
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

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Table A2

Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

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Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	7	0	7	0
No. of Units Permitted for Above Moderate	50	0	0	0	0	50	0

* Note: This field is voluntary

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Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	153	0	0	0	0	0	0	0	0	0	0	153
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Low	Deed Restricted	103	0	0	0	0	0	0	0	0	0	4	99
	Non-Restricted		1	3	0	0	0	0	0	0	0		
Moderate		102	6	7	0	0	0	0	0	0	0	13	89
Above Moderate		555	53	50	0	0	0	0	0	0	-	103	452
Total RHNA by COG. Enter allocation number:		913	60	60	0	0	0	0	0	0	0	120	793
Total Units ▶▶▶													
Remaining Need for RHNA Period ▶▶▶▶▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

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Table C

Program Implementation Status

Program Description (By Housing Element Program Names)		Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation	
HE 1.1	Continue funding, with CDBG and/or other funds as available, housing rehabilitation of low- and very low-income units, and continue to require long-term affordability agreements for multi-family rental housing rehabilitation projects that use public resources.	2023	The County Housing Department continues to use available CDBG and all other available funds for this purpose, as described in the County's Consolidated Plan and Action Plan, available at https://housing.smcgov.org/sites/housing.smcgov.org/files/Consolidated-Plan-FY2013-14-FY2017-18-and-Action-Plan-FY2013-14-SMC-Urban.pdf and https://housing.smcgov.org/sites/housing.smcgov.org/files/Draft%20Annual%20Action%20Plan%20FY%202015-16%20For%20Public%20Review.pdf	
HE 1.2	Continue to use CDBG and/or HOME Housing Development Program funds to support major repairs and modifications in existing subsidized affordable housing developments, in order to preserve and enhance the function of these projects.	2023	The County continues to use these funds as described, as indicated in the reports linked in HE 1.1.	
HE 1.3	Encourage energy and water efficiency retrofits in existing affordable housing stock as part of the existing Low Interest Rehabilitation Loan Program and/or with other incentives.	2023	The County continues to encourage such efficiency measures in all housing stock rehabilitated through the Rehab Loan Program.	

HE 1.4	Coordinate with, and support with CDBG and/or other funds as available, community programs providing housing or public facilities rehabilitation and repair in order to increase rehabilitation of existing affordable housing stock.	2023	The County continues to coordinate with and support such programs, including programs such as Rebuilding Together, Habitat for Humanity, and others.
HE 2.1	Continue to enforce development policies, building code requirements, permit conditions, and health and safety standards before, during, and after the construction of residential projects.	2023	The County continues to enforce these policies, requirements, conditions and standards for every residential project.
HE 2.2	Continue to offer rehabilitation loans and housing repair assistance to low-income households as listed in HE 1.1.	2023	The Housing Department continues to offer rehabilitation loans and assistance the the Rehabilitation Loan Program.
HE 2.3	Continue residential health and safety code enforcement efforts in unincorporated areas.	2023	The County has launched an emergency code enforcement program in unincorporated areas, and is working on an ADU health and safety inspection and compliance program.
HE 2.4	Continue to offer voluntary code inspection services on request, in order to maintain the quality of existing housing and prevent displacement related to code enforcement action.	2023	The Planning and Building Department continues to offer code inspection on request.
HE 2.5	In order to maintain the viability of rental housing stock and ensure safe and sanitary conditions for tenants, study the most feasible and effective methods for identifying and correcting code violations in multi-family rental properties that impact the health and safety of tenants, including codes addressing the interior condition of units. Potential methods include a program of periodic inspections of all multi-family rental properties, a complaint-based inspection system, landlord self-certification with periodic audits, or some combination of these methods. Any of these methods may include multi-family rental landlord/owner registration with the County and collection of fees to cover the costs of an inspection	2023	The County has expanded its existing multi-family inspection program to cover more properties, and to occur more frequently. The County continues to study the viability of and potential necessity for strengthened penalties, registration requirements, and other measures.

	<p>program. The proposed program might also draw on resources from the Planning and Building Department's Building Inspection Section and Code Enforcement Section, the Housing Department, and Environmental Health.</p> <p>Any program would also include incentives and opportunities for multi-family rental landlords and/or owners to use the Housing Department's rehabilitation assistance programs.</p> <p>Based on the results of study and analysis, draft an ordinance for Board of Supervisors approval.</p>		
HE 2.6	Establish new monitoring, inspection, and regulation programs to ensure the health and safety of farm labor housing, as described in Policy HE 27.3, based on the outcomes of the County's Farm Labor Housing Needs Study.	2015-2018	The County has expanded its existing multi-family inspection program to cover more properties, and to occur more frequently. The County continues to study the viability of and potential necessity for strengthened penalties, registration requirements, and other measures.
HE 2.6	Establish new monitoring, inspection, and regulation programs to ensure the health and safety of farm labor housing, as described in Policy HE 27.3, based on the outcomes of the County's Farm Labor Housing Needs Study.	2015-2017	The Farm Labor Housing Needs Study is complete, and the County is formulating policy and programmatic measures to implement the Study's findings.
HE 3.1	Evaluate existing neighborhood conditions and consider the needs and desires of existing residents when amending the General Plan and Zoning Regulations.	2023	The County considers these conditions, and neighborhood and community needs and desires, in every General Plan and Zoning Amendment.
HE 4.1	Continue the County's prohibition on condominium conversions unless vacancy rates exceed the limit established in the Condominium Conversion Ordinance.	2023	The condominium conversion prohibition remains in force.
HE 30.3	Explore revisions to in-lieu fee, off-site, and land dedication options included in the Inclusionary Ordinance, to ensure that these options are consistent with the Ordinance's intent to promote sufficient	2015-2017	These revisions have not been initiated.

	affordable housing, and to increase the flexibility of use of these options.		
HE 31.1	Complete a nexus study of a linkage fee for the unincorporated County, building on the existing nexus study of a potential countywide linkage fee, which focuses on the entire County, including incorporated areas.	2015	The Nexus Study is complete.
HE 31.2	Continue to work with C/CAG and the 21 Elements collaborative to encourage other cities to explore and potentially adopt linkage fees.	2015-2017	Through the multi-jurisdictional nexus study and the 21 Elements process, a number of jurisdictions have worked together to analyze and implement a housing impact fee.
HE 31.3	Research policy alternatives for establishing a linkage fee, and, if a nexus is established in the nexus study, present alternatives to the Board of Supervisors for consideration. If directed by the Board, create an implementing ordinance for a linkage fee, for adoption by the Board.	2015-2017	The nexus was established, and the County's Housing Impact Fee has been adopted and is in force.
HE 32.1	Revise the County's existing Second Unit Ordinance, and ensure that accessory dwelling unit regulations and procedures comply with existing State law. Pursue way to streamline the ordinance including "pre-approved" ADU design templates (described in HE 32.4), standardization of regulations countywide, and other methods.	2017	The Second Unit ordinance revisions are complete, and the ordinance is adopted and in force.
HE 32.2	Consider establishing an ADU "amnesty" program, to allow existing unpermitted units to come up to code standards without penalty, helping to preserve accessory units.	2017	The ADU "amnesty" program is in process and on schedule for presentation to the Board of Supervisors in August 2017.
HE 32.3	Identify potential sources of financial assistance for applicants attempting to bring accessory dwelling units up to code, including funding from HEART and other entities, to assist applicants in making necessary repairs and upgrades.	2016-2018	The County Housing Department has identified available funding, which will be included in the program presented to the BOS in 2017.

HE 32.4	Explore creation and adoption of ¿pre-approved¿ ADU design templates, available at no charge to applicants, tailored to meet the specific zoning and building standards for various areas of the County. Use of these free design templates by a potential developer would ensure that the proposed ADU meets most, if not all, required standards at the outset of the development process, minimizing and streamlining the review process and reducing time and cost.	2016-2018	The County has determined that these templates are not a useful incentive, and this portion of the program is on hold.
HE 33.1	Continue to support self-help groups such as Habitat for Humanity that use ¿sweat equity¿ to make housing more affordable to lower income residents.	2023	The County continues to provide such support.
HE 34.1	Continue to Support HIP Housing¿s Home Sharing Program	2023	The County continues to support HIP.
HE 35.1	Engage in and support public awareness and education, civic engagement activities, and other community education and involvement efforts. Also continue to promote coordination and cooperation between developers, residents, property owners, and other stakeholders through the use of the Planning Department¿s Pre-Application Workshop process.	2023	The County continues to provide this coordination, through the Pre-App process, neighborhood outreach, and other means.
HE 35.2	Continue to provide support, including funding if feasible, to community nonprofits engaged in civic engagement and community education activities, such as Threshold 2009 and the Housing Leadership Council of San Mateo County.	2023	The County continues to provide this support.
HE 36.1	In addition to constraints identified in Section 4 of the Housing Element, monitor feedback from developers, community members, and other stakeholders on whether existing County zoning regulations, building codes, and permitting procedures have the	2023	The County continues to monitor this feedback, and to track and inventory potential regulatory barriers that could be addressed.

	<p>unintended effect of constituting barriers to the development of higher density and special needs housing, including SROs, efficiency units for seniors or disabled persons, housing combined with supportive facilities, group homes, single-family housing intended for residents with special needs, and other types. If ongoing monitoring during the Housing Element period indicates that additional barriers exist, amend codes and regulations accordingly.</p>		
HE 36.2	<p>Explore expanding the areas in which larger group homes are allowed by right, rather than as a conditionally permitted or non-permitted use.</p>	2012-2014	<p>No General Plan update has been initiated as yet.</p>
HE 37.1	<p>Continue to offer fee reductions, waivers or deferrals for affordable housing developments and review policy for clarity and ease and effectiveness of implementation.</p>	2023	<p>The County continues to offer waivers and incentives, and has determined that the policy is sufficiently clear and understood.</p>
HE 5.1	<p>Inventory and monitor the unincorporated County's entire stock of units with long-term or permanent affordability restrictions (including those resulting from financial subsidies, deed restrictions, inclusionary requirements, density bonuses, and all other types of long-term restrictions). The County, potentially in collaboration with other jurisdictions, will make a complete inventory of the current countywide stock of all restricted below-market-rate (BMR) housing, including for-sale and rental units. The list will be updated as units are added to or removed from affordability restrictions, and all units will be monitored on a periodic basis to ensure that they are not being converted to market rates prior to the expiration of their affordability term. This process may be part of the ongoing implementation of the 21 Elements Collaborative workplan,</p>	2016-2017; 2023	<p>This analysis is ongoing; the 21 Elements collaborative has undertaken initial discussions, but the feasibility of such a program, and the utility of it for units in the unincorporated County, remains uncertain. This work may continue through 21 Elements, or the Home for All collaborative.</p>

	managed by C/CAG and the County Housing Department, which will coordinate ongoing housing efforts between County jurisdictions.		
HE 5.2	Respond to any Federal and/or State notices including Notice of Intent to Pre-Pay, Owner Plans of Action, or Opt-Out Notices filed on assisted projects. Encourage local qualified entities to consider acquiring the at-risk project should the property owner indicate a desire to sell or transfer the property.	2023	There have no such notices in the unincorporated County, but the Housing Department continues to respond to all such relevant inquiries for any projects over which it has authority, or regarding which it receives such notice.
HE 5.3	Give high priority to retaining existing FHA and HUD subsidized low-income units through use of CDBG funds, local Housing Trust funds, and other solutions. While most at-risk units are located in incorporated areas, the Department of Housing will collaborate with jurisdictions to forecast capital requirements needed to address affordable housing retention countywide, and will identify potential sources of financing.	2023	While there are few such units in the unincorporated County, the Housing Department does prioritize such subsidized units for funding decisions in both unincorporated and incorporated areas.
HE 5.4	Monitor Federal actions and appropriations regarding extension of Section 8 contracts, and actively support additional appropriations.	2023	The County Housing Department continues to monitor these actions.
HE 5.5	Continue to actively work to retain existing landlords offering units to households with Section 8 vouchers, and seek new potential landlords willing to join the program.	2023	The County Housing Department continues to work with existing, and pursue new, landlords for the Section 8 program.
HE 6.1	Study, and consider enacting an ordinance that would: require the County to assess the potential impacts of any demolitions and/or conversions of multi-family residential property to non-residential uses, (including demolition for purposes of conversion, and demolition due to rehabilitation, health and safety,	2016-2017	The County has created a relocation mitigation assistance program which would require landlords to provide assistance for evictions caused by code enforcement issues; in pilot form, the program is in place. Regarding a broader demolition/conversion assessment and assistance program, analysis is ongoing, but on track.

	<p>and code compliance issues, including those demolitions initiated by County enforcement action) on the housing need described in the County Housing Element; require some mitigation measures on the part of the property owner to offset the loss of housing stock and increased housing need due to demolition and/or conversion, potentially including in-lieu fees and/or other mitigation, and; require the County to work with property owners, including offering rehabilitation, relocation, and other assistance when feasible, to ensure that any demolition and conversion that would adversely impact the County's housing need is avoided or mitigated to the maximum possible extent.</p>		
HE 6.2	<p>Work to ensure that housing units are maintained in adequate condition to reduce the need for demolition due to health and safety concerns, potentially through implementation of inspection and enforcement programs described in HE 2.</p>	2023	<p>The expanded multifamily inspection program is in place, as well as expanded inspection of unpermitted second units, and a potential second unit rehabilitation assistance program, which is in process.</p>
HE 7.1	<p>Continue administering Section 8 and other rental assistance programs, which are targeted to very low- and extremely low-income individuals and families, including seniors and persons with disabilities. Currently these programs include the Housing Choice Voucher; Project-Based Rental Assistance; Family Unification; Family Self-Sufficiency; Homeownership; Moving To Work Self-Sufficiency; Moving To Work Housing Readiness; Shelter-Plus-Care; Supportive Housing; and Public and County-owned Housing.</p>	2023	<p>The County Housing Department continues to administer these programs.</p>
HE 7.2	<p>Seek out new public and private sources of funding to address additional housing needs in the County. For example, the Housing Authority applied for and was awarded new HUD Family Unification</p>	2023	<p>The County Housing Department continues to monitor and seek out any and all new sources of funding.</p>

	Vouchers in 2009. The Housing Department and Housing Authority will continue to identify and obtain similar new funding sources as they become available.		
HE 8.1	Regulate the closure of mobile home parks in accordance with Government Code Section 65863.7 or its successor ordinance, by mitigating the impacts of the closure on tenants through provision of relocation assistance and other resources.	2023	The County continues to regulate the closure of mobile home parks, and has adopted an emergency moratorium on all closures while crafting strengthened closure regulation and mitigation measures.
HE 8.2	Regulate any proposed mobile home rent increases in accordance with County's Mobilehome Park Ordinance	2023	The County continues to regulate rent increases, consistent with the County's mobile home rent control regulations, and is in the process of finalizing strengthened mobile home rent control regulations.
HE 38.1	As area plan updates and/or rezonings occur, assess and revise the parking requirements in the County's Zoning Regulations to reflect the parking needs of different types of multifamily, special needs, and affordable housing and transit-oriented-development (including mixed uses with commercial/retail development), which are often lower than those of single-family residential uses, and may be significantly lower than the County's existing standards. Use the findings of the North Fair Oaks Community Plan update as well as other available parking data and best practices to help establish parking standards for these types of projects.	2023	The County continues to assess the specific parking needs of areas and types of development incorporated in area plans and zoning changes, and to appropriately modify parking regulations contingent on assessed parking needs.
HE 39.1	Assess the appropriateness of permitting plastic/PVC piping in new residential construction, and potentially amend County regulations to permit such materials.	2016-2018	The County Board of Supervisors has adopted new regulations allowing use of PVC piping.
HE 40.1	Create an ongoing series of educational sessions with key County staff in Planning and Building, Public Works, Health,	2015-2016	This policy has not been initiated.

	Environmental Health, the County Manager's Office, and other departments, as needed.		
HE 41.1	Coordinate, in conjunction with C/CAG, inter-jurisdictional efforts during future housing element cycles. Continue collaborative work on housing element implementation and monitoring issues.	2023	The County continues to coordinate with C/CAG, the 21 Element Collaborative, and fellow jurisdictions to ensure cooperation during future housing element cycles.
HE 42.1	Continue the County's participation in inter-jurisdictional collaborations such as C/CAG and ABAG.	2023	The County continues to actively support these collaborations.
HE 8.3	Continue to monitor mobile home park operation, rents, and closures to ensure compliance with local and state ordinances and with the County's Mobilehome Park Ordinance. In addition, if there are any potential mobile home park closures affecting mobile home parks using County CDBG/HOME funds, monitor these closures to ensure that both State and federal relocation requirements are met.	2023	The County continues to monitor all of these factors, and is strengthening regulations related to both mobile home rent control, and mobile home park closure.
HE 8.4	Continue to offer financial assistance to stabilize mobile home affordability and to support new or renewed tenant interest in purchases of mobile home parks should these situations arise.	2023	The County continues to offer such assistance, as appropriate.
HE 8.5	Continue to use CDBG and/or HOME funds when appropriate to assist with stabilization and preservation of mobile home housing stock.	2023	The County continues to offer such assistance, as appropriate.
HE 9.1	Analyze and monitor the potential and actual displacing impacts of programs such as Plan Bay Area/One Bay Area Grants and other funding programs intended to promote development and redevelopment in specifically targeted areas.	2023	While the County monitors displacement in unincorporated communities generally, particularly in relation to new land use regulations and/or areas experiencing increased intensity and density of development, the County has not yet undertaken substantive analysis specifically focused on the potential displacing impacts of these funding sources.
HE 10.1	Provide support, including financial	2023	While the County monitors displacement in unincorporated communities

	assistance when appropriate from sources such as CDBG and/or private foundations, for community-based agencies and organizations working to educate landlords and tenants about their rights and responsibilities and providing referral, mediation and other assistance.		generally, particularly in relation to new land use regulations and/or areas experiencing increased intensity and density of development, the County has not yet undertaken substantive analysis specifically focused on the potential displacing impacts of these funding sources.
HE 11.1	Consider enacting an ordinance addressing demolition and or conversion of multi-family residential property to other uses (e.g., office or commercial), as listed in HE 6.1.	2016-2017	This analysis is ongoing, but no ordinance has been adopted.
HE 11.2	Study and consider adopting a program to ensure and enforce compliance in multi-family rental properties with all codes impacting the health and safety of tenants, as listed in HE 2.5.	2015-2018	The County has expanded its multifamily rental inspection program to help ensure and enforce compliance.
HE 11.3	Coordinate all code enforcement actions that have the potential to result in displacement with the Housing Department.	2023	This policy has been only intermittently implemented, and requires formalization and strengthening.
HE 11.4	Consider establishing an “amnesty” program to legalize un-permitted residential units constructed in unincorporated urban bayside areas prior to January 1, 2018, provided that the units are confirmed or upgraded to be in conformance with building and safety codes and that the rent or resale value of the unit is restricted to be affordable to low or very-low income households. If possible, coordinate the amnesty program with resources identified by the Housing Department through HE 2.7.	2016-2018	The County is near completion of a draft program, targeted for review by the County Board of Supervisors in August 2017.
HE 12.1	Implement the zoning updates required to implement the updated Community Plan.	2015-2018	The first phase of the zoning updates required to implement the Plan were completed in 2016, and the second phase are on track for completion in 2017. However, the two remaining phases will probably require until 2019 for full adoption.
HE 12.2	Consider creation and adoption of	2016-2017	Consultants have been engaged for this work, and are studying the overlay

	<p>affordable housing overlay zones, which provide a set of incentives for affordable housing production in specifically zoned areas. Overlay zones would be in addition to the County's existing density bonus ordinance, and would be intended to incentivize creation of additional affordable housing beyond that required by the density bonus provisions. Consider, at minimum, affordable housing overlay zones in North Fair Oaks and Unincorporated Colma, with additional County areas to be considered as appropriate.</p>		<p>zone, and will propose a program for review by the BOS late in 2017, or early 2018.</p>
HE 13.1	<p>Monitor housing production against the RHNA, providing annual updates for the Planning Commission and Board of Supervisors, or to selected Board subcommittees. Adjust implementation strategies and policies and programs as needed, based on the results of periodic monitoring.</p>	2023	<p>The County monitors housing production against the RHNA, and will update the Board annually on compliance, per the requirements of Gov. Code 65400.</p>
HE 14	<p>There is no policy HE 14.</p>	N/A	N/A
HE 15.1	<p>As part of staff reports to the Planning Commission and the Board on residential developments, continue to include a section outlining mitigation measures to reduce community concerns and environmental impacts other than lowering densities, and recommend reductions in density only after other mitigation measures have been determined to be infeasible.</p>	2023	<p>The Planning and Building Department continues to provide such analyses where appropriate.</p>
HE 16.1	<p>As part of the zoning amendments related to the North Fair Oaks Community Plan update, add residential uses as ministerially permitted uses, not requiring use permits, in specific commercial areas and zoning districts.</p>	2015-2018	<p>The updated zoning amendments related to the NFO Community Plan include non-ground floor residential as a ministerial use.</p>
HE 16.2	<p>Explore other County non-residential</p>	2016-2017	<p>The County has analyzed the potential rezoning of Broadmoor and Harbor</p>

	areas for rezoning to permit mixed use and residential development, including Broadmoor and Harbor Industrial areas, at minimum.		Industrial, and has postponed either rezoning until other efforts and rezonings are complete. Program is on hold.
HE 42.2	Provide support and assistance for regional planning efforts affecting San Mateo County such as the North Fair Oaks Community Plan update and current regional planning activities in the county supported by funding awards from the Silicon Valley Community Foundation.	2023	The County continues to support these efforts.
HE 43.1	Provide community education materials and outreach regarding housing needs, and support efforts by nonprofits and jurisdictions to promote diverse community participation in the development, implementation, and monitoring of housing plans.	2023	The County continues to support such efforts through its support, including financial support, for nonprofits and community partners.
HE 44.1	Encourage transit-oriented development, compact housing, and a mix of uses in appropriate locations countywide such as along transit corridors and in commercial areas, and provide support for such development including the use of available funding as allowable, as listed in HE 16 and HE 38.	2023	The County encourages such development, both through target funding, and through regulatory changes in new area plans and zoning updates.
HE 44.2	Provide support and assistance for transit oriented development, compact housing, and mixed-use development through participation in countywide collaborations including ¿21 Elements¿, the HOPE Initiative, and the Grand Boulevard Initiative, as described in HE 16, HE 26, HE 40, and HE 41.	2023	The County continues to participate in all of these collaborative efforts, as well as the new interjurisdictional "Home for All" housing initiative.
HE 45.1	Continue to use CDBG funds to fund fair housing enforcement, education, and technical assistance in the County. Adhere to the implementation plan included in County¿s Fair Housing Strategy, which is part of the County¿s	2023	The County continues to follow the most recent implementation plan in the County's Fair Housing Strategy.

	Consolidated Plan for FY2012/13 (available through the County Housing Department website).		
HE 45.2	Ensure that fair housing information is disseminated and readily available at public locations throughout the County, including County offices and other public County locations, libraries, community meeting facilities, and other appropriate locations.	2023	This policy has not been initiated.
HE 45.3	Formalize the County's program for referring fair housing complaints to appropriate organizations and agencies for resolution through mediation, legal action, or other appropriate means, and ensure that information on the fair housing complaint referral and resolution process is publicly available both through materials distributed at public locations throughout the County, and on the County's various websites.	2017	This policy has not been initiated.
HE 45.4	Explore creation and adoption of a "source of income" ordinance that makes it illegal for landlords to reject tenants based on the source of their income, including disallowing rejection of tenants reliant on Section 8 vouchers and other sources of public assistance.	2016-2017	This policy has not been initiated.
HE 46.1	Ensure that all new, multifamily construction meets the accessibility requirements of the federal and State fair housing acts through local permitting and approval processes.	2023	The County assesses all new development to ensure appropriate accessibility requirements.
HE 47.1	As part of the General Plan update, assess any negative impacts of zoning and land use policies on the ability of families with children, low-income families, and renters with disabilities to have maximum choice of housing options, and explore amendments to eliminate	2023	No General Plan update has been initiated as yet.

	these impacts.		
HE 48.1	Provide educational outreach support for the newly launched Countywide Residential Energy Efficiency program, intended to improve energy efficiency in existing homes.	2023	The County is undertaking this outreach through the Office of Sustainability, on an ongoing basis.
HE 48.2	Promote energy audits and resident participation in utility rebate programs through private and public utility companies.	2023	The County is promoting participation, through the Office of Sustainability.
HE 48.3	Encourage low-income homeowners or renters to apply for free energy audits and home weatherization through the federal Department of Energy's Weatherization Assistance Program, in partnership with state and local programs operated by local nonprofits.	2023	The County Housing Department encourages such applications, as does the County's Office of Sustainability.
HE 48.4	Promote the use of solar roof systems and other passive solar devices to reduce the use of electricity and natural gas.	2023	The County Office of Sustainability actively promotes use of solar roof and other passive solar devices, as does the County Planning and Building Department.
HE 49.1	Promote higher density compact development, including residential mixed-use, as listed in the various Housing Programs under Goals 2 and 3.	2023	The County continues to promote such development, both through targeted funding, and regulatory changes and incentives in new area plans and rezonings.
HE 50.1	Update the County's General Plan and zoning regulations to ensure internal consistency between the Housing Element, the other elements of the General Plan, and the County's implementing ordinances including, but not limited to, the Zoning Regulations. Also, strive for consistency with countywide plans including, but not limited to, the Shared Vision 2025 and the Countywide Transportation Plan.	2023	No General Plan update has been initiated as yet.
HE 50.2	To the greatest extent possible, resolve any conflicts and ensure ongoing consistency between the Housing Element and the County's adopted plans	2023	The County has reviewed the Housing Element for consistency with other ordinances and plans, and to date, has identified no inconsistencies requiring resolution.

	and ordinances, including the airport/land use plans and statutes.		
HE 51.1	Submit annual reports to the Planning Commission, Board of Supervisors, and State HCD.	2023	The County will be submitting annual reports on the Housing Element for the remainder of the Planning Period.
HE 51.2	As described in HE 11.1, monitor housing production against the ABAG sub-RHNA Allocation, provide annual updates for the Planning Commission and Board of Supervisors, and adjust implementation strategies and policies and programs as needed.	2023	The County will be providing annual updates for the remainder of the Planning Period.
HE 17.1	As part of future General or Specific Plan updates, consider adopting ¿smart growth¿ overlay districts or other mixed-use zones within which stand-alone residential developments and/or mixed-use projects including residential would be allowed as ministerially permitted uses, without rezoning or conditional use approvals, as long as these uses conform to specified development regulations. Prioritize locations adjacent to or near transit stations and corridors for high intensity residential and mixed-use development, and provide funding assistance using available funding resources to the extent possible.	2023	No General Plan or Specific Plan update has been initiated since adoption of this policy.
HE 17.2	Encourage infill development on vacant or redevelopable lots in already developed areas, near existing infrastructure, and prioritize funding assistance for infill development where possible.	2023	The County continues to encourage such development, particularly in rezoned areas related to the NFO Community Plan, as well as in other higher-density areas such as the Colma Specific Plan area.
HE 17.3	Include policies and regulations encouraging appropriate transit-oriented development in all revisions to area plans, including the update to the North Fair Oaks Community Plan.	2023	Policies encouraging transit-oriented development are included in the updated North Fair Oaks Community Plan, and will be included in future area plan revisions as they occur.
HE 17.4	Explore ways to allow and encourage	2017	This analysis has not been initiated.

	<p>conversion and reuse of existing underutilized office and commercial space for residential uses, in appropriate and feasible areas. Analyze areas in which such repurposing of commercial and office space is desirable, and work with developers, real estate professionals, and others to assess the feasibility and requirements for such conversion, and the policies necessary to encourage it. Explore ways in which other communities have pursued similar policies.</p>		
HE 17.5	<p>Continue to participate in and support the Grand Boulevard Initiative, launched in 2006 as a collaboration of 19 cities, San Mateo and Santa Clara counties, local and regional agencies and other stakeholders. The Initiative's vision is that the El Camino Real corridor will achieve its full potential as a place for residents to work, live, shop and play, and will create links between communities that promote walking and transit and improve the quality of life.</p>	2023	The County continues to actively participate in GBI.
HE 18.1	<p>Consider strategically reducing minimum lot size and modifying non-conforming lot regulations in targeted areas of the unincorporated County.</p>	2023	The County is currently analyzing the feasibility of modifying minimum lot size restrictions in the mid-coast area.
HE 18.2	<p>Consider creating a set of preapproved design standards that would be allowed for construction on substandard lots. Currently, such lots are typically unsuitable for building; preapproved designs would address site concerns and allow exceptions to building prohibitions on these lots for design meeting very narrowly tailored specifications.</p>	2016-2018	The County has analyzed the feasibility of preapproved design templates for such areas, and determined that they would not be useful in incentivizing such development. The County has refocused instead on Policy 18.1.
HE 18.3	<p>Explore policies to incentivize and streamline the creation of tiny houses, houses typically below 1,000 square feet, and sometimes as small as 80 to 100</p>	2016-2018	The County continues to explore potential policy options, and will report any policy recommendations to the BOS in early 2018.

	<p>square feet. These extraordinarily small home types are much cheaper to build and purchase than conventional homes, and use far fewer resources in their creation and maintenance.</p>		
HE 18.4	<p>Explore policies to remove regulatory barriers and incentivize and streamline the creation of micro-apartments, which are multifamily residential rental units typically smaller than 300 square feet per unit. These extraordinarily small apartments can provide for more residential density in a smaller area, at lower rents than more conventional apartments.</p>	2016-2018	<p>The County has analyzed such barriers, and has determined that current regulations do not present a barrier to creation of micro-apartments.</p>
HE 18.5	<p>Study and map areas of significantly fragmented lots in common ownership, to provide information for County staff, and potentially for developers, on areas with opportunities for significant consolidation of small lots, and to inform policies intended to promote lot consolidation.</p>	2016-2017	<p>This analysis has not been initiated.</p>
HE 18.6	<p>Explore and adopt policies to encourage the consolidation of adjacent small lots in common ownership for residential development, including various incentives, such as greater allowed density and height, reduced setbacks, reduced parking requirements, streamlined review, and reduced permitting fees for projects that consolidate multiple smaller parcels into a single development. These incentives would be in addition to and would not conflict with the County's current density bonus provisions. Ideally, the incentives would be tiered based on the size of the parcel resulting from consolidation, and the size of the resulting development (for instance, consolidation of lots into a parcel of 1 acre in size would allow one tier of incentives, while consolidation into</p>	2017-2018	<p>This analysis has not been initiated.</p>

	two acres might allow another tier). In addition, explore the possibility of prioritizing housing financing for such projects with extremely low, very low, and low income housing components.		
HE 18.7	Study policies to directly incentivize development of small lots, through financial assistance, permit and regulatory streamlining, or other means. As part of the broader study to explore policies to encourage lot consolidation, also analyze ways to directly encourage development of small lots that are not in common ownership, and cannot be consolidated.	2017-2018	This analysis has not been initiated.
HE 51.3	Participate in any countywide efforts to collaboratively update and report on Housing Element implementation activities that are countywide in scope (such as the Grand Boulevard Initiative, 21 Element activities, HOPE Initiative efforts, and others).	2023	Through the 21 Elements collaborative, the County participates in regular updates on such multijurisdictional or countywide activities.
HE 19.1	Explore ways to exempt some types of multifamily and higher density residential development from minimum lot size restrictions, in appropriate areas, through amending the Subdivision Regulations and Zoning Code.	2015-2018	The North Fair Oaks rezonings include lot size modifications to encourage multifamily and higher-density development; changes to the subdivision regulations have been identified, and will be reviewed by the BOS in 2018.
HE 20.1	Undertake General Plan amendments and/or rezoning of undeveloped and underutilized land for higher density residential and mixed-use development, as necessary, to meet the County's current and future Regional Housing Needs Allocation and to facilitate housing production countywide, as described in Section 9.	2023	No rezonings or GP amendments are required to meet the current RHNA requirements.
HE 20.2	Inform developers of identified housing sites through the preparation of GIS-based mapping applications available through the Planning and Building	2016	The County's public-facing GIS system has been fully implemented, but specific identification of housing sites within the system has not been completed.

	Department website		
HE 20.3	Continue to expedite permit review and waive planning, building and license fees for projects providing housing that is primarily affordable to extremely low-, very low-, and low-income households, including seniors and persons with disabilities.	2023	The Planning and Building Department continues to offer such waivers and expediting.
HE 21.1	Continue to support infrastructure expansion and to identify opportunities for County assistance with infrastructure improvements in specific areas, such as North Fair Oaks, including identification of needs and of external funding sources and other available resources. Continue to identify capital improvements to County-maintained roads necessary to support residential and other types of development.	2023	The County continues to monitor and identify needed infrastructure improvements to facilitate housing development.
HE 21.2	Continue to analyze appropriate policy and programmatic responses to the findings of the completed Groundwater Study for the Midcoast area, including the impacts on development of all types of housing in the Midcoast area.	2015	The County has received and reviewed Phase III of the Groundwater Study, and has identified no required housing-related policy or programmatic responses, but continues to implement the specific programmatic measures identified in the Study.
HE 21.3	Continue to support annexations to sewer and water providers to support new residential development.	2023	The County continues to support annexations.
HE 22.1	Continue to investigate and refine the existing list of County-owned parcels, including properties declared surplus as well as others that are currently underutilized but not declared surplus, that have potential to be used for affordable housing.	2015; 2015-2023	The County has completed its assessment of County-owned parcels, and is engaged in ongoing analysis of potential use of identified parcels for housing development, particularly in conjunction with other planned or required development or redevelopment of these parcels.
HE 22.2	For parcels with potential to be used for below-moderate income housing, investigate with the County agency or department controlling such parcels the	2023	The County is working with various partners on some identified sites, including Middlefield Junction, to develop significant amounts of new housing, including affordable housing.

	feasibility of selling, granting, or otherwise transferring the land to a qualified nonprofit for affordable housing. In cases where transfers are infeasible or undesirable, consider the possibility of ground leasing of County properties for affordable housing use.		
HE 23.1	Continue, within funding and programmatic constraints, to use available local, state and federal funds to support developers in acquiring sites for extremely low, very low, and low-income housing.	2023	The County Department of Housing continues to provide these funds.
HE 24.1	Establish a new method of determining rent limits for affordable rental units created under density bonus provisions. Currently, rent limits applicable to affordable rental units that comply with the density bonus ordinance are established and updated by Board of Supervisor resolution. Because market conditions change frequently, this method can be inefficient, and rent levels are not updated regularly. The new method should tie rent levels to published HUD rent limits, Housing Authority rent standards, or another appropriate, periodically updated source.	2016	This method has not been completed, nor presented to the Board.
HE 25.1	Encourage and approve density bonuses for senior housing projects and/or projects where at least 15% of the units are efficiency (studio) or single room occupancy (SRO) units. These density would be in addition to, and would not replace, any requirements and benefits provided by the County's existing density bonus program.	2023	The County encourages such projects, but no relevant projects have been proposed in the unincorporated portions of the County since adoption of the Housing Element.
HE 26.1	Continue to use available local, state and federal funds to increase the supply of extremely low, very low, low- and moderate-income affordable housing	2023	The County Department of Housing continues to provide these funds.

	through support for site acquisition, new construction, acquisition/rehab, and adaptive re-use.		
HE 27.1	Provide affordable housing and supportive services for elderly and/or disabled persons and households, including persons with developmental disabilities and persons with permanent supportive housing needs:	2023	The County continues to provide this support and these services.
HE 27.1.A.	Use available funding programs for housing and supportive services, including CDBG, HOME, Mental Health Services Act (MHSA), and similar programs, and continue to prioritize use of CDBG and HOME funds for supportive and extremely low-income housing. To the greatest degree possible, use the available pool of MHSA Housing Program funds, which help create supportive housing for seriously mentally ill persons who are homeless or at-risk.	2023	The County continues to use this funding.
HE 27.1.B	Continue to collaborate with County agencies (HSA, Behavioral Health, Health Plan, and others) and community service providers to ensure that appropriate support services are linked with housing.	2023	The County continues to collaborate with these agencies and partners.
HE 27.1.C	Adopt an inventory of ¿Universal Design¿ components (building features, fixtures, and other elements), based on the San Mateo County Joint Housing Taskforce ¿Universal Housing Design Recommendations for Accessibility¿ and ¿Residential Visitability¿ standards, that ensure that housing is accessible and usable for all residents, regardless of level of ability or disability. Encourage or require developers to use these Universal Design elements for new construction projects. Explore adoption of Universal Design standards as mandatory elements of appropriate projects.	2016-2017	These standards have not been created.

HE 27.1.D	Exempt building features intended to increase residential accessibility and visitability in new and remodeled buildings (such as ramps, stairless entries, and other features) from setback requirements, lot coverage restrictions, FAR restrictions, and other appropriate lot development standards, unless these exemptions lead to other safety concerns.	2016	The Planning and Building Department is currently using its discretionary authority to grant such exemptions.
HE 27.1.E	Adopt a formal reasonable accommodation procedure that allows applicants to pursue exemptions beyond those offered by the standard zoning and land use exception processes, in order to accommodate exceptions necessary for the purposes of creating and maintaining housing for persons with disabilities.	2016	This process has not been created.
HE 27.3.A	Use available funding programs to support affordable housing targeted to farm laborers.	2023	The County is providing funding for rehabilitation and replacement units for farm laborers, and continues to identify opportunities to provide funding assistance for larger scale projects.
HE 27.3.B	Work with community partners, such as Puente De La Costa Sur and other organizations that represent and assist farmworkers, to identify potential new farm labor housing sites or opportunities for expansion of existing sites, identify funding opportunities to support new and expanded farm labor housing, and to provide information to farmworkers on new and existing affordable housing opportunities, in conjunction with the County's Farmworker Housing Needs Study.	2015-2023	The County has identified sites with expansion potential, and will continue to implement the findings of the completed Needs Study.
HE 27.3.C	Work with the County's Environmental Health, Housing, and Planning Departments, and with community partners, such as Puente De La Costa Sur and other organizations, that represent and assist farmworkers, and with farm owners, to create a comprehensive monitoring, inspection,	2015-2023	The County is implementing the recommendations of the completed Needs Study, in collaboration with Public Works, Environmental Health, and the Housing Department.

	and regulation program to ensure adequate health and safety of existing farm labor housing, in conjunction with the County's Farmworker Housing Needs Study.		
HE 27.3.D	Work with farm owners and operators, community partners, and other organizations to assess opportunities to expand existing farm labor housing sites, and encourage and incentivize farm owners and operators, with County assistance, collaboration from appropriate developers, and other assistance, to expand existing sites, consistent with the findings of the County's Farmworker Housing Needs Study, once the study has been completed.	2015-2023	The County is implementing the findings of the Needs Study, and the findings of the assessment of Farm Labor Housing sites with expansion potential.
HE 27.4.A	Undertake a comprehensive assessment of the County's farm labor population, existing farm labor housing stock, farm labor housing conditions and farm labor housing needs. Select a consultant to complete the study.	2014	A consultant was selected.
HE 27.4.B	Undertake a comprehensive assessment of the County's farm labor population, existing farm labor housing stock, farm labor housing conditions and farm labor housing needs. Working with the selected consultant and all relevant stakeholders, complete a comprehensive Farmworker Housing Needs Study, including recommendations and best practices to address the results of the study.	2014-2016	The Needs Study has been completed.
HE 27.5	Provide affordable housing opportunities and supportive services to homeless individuals and families: * Continue to support HOPE Plan implementation efforts, as listed in HE 28.3.	2023	The County continues to support HOPE Plan implementation; the County continues to support these housing types; the County continues to provide such rental assistance.

	<p>* Continue to use available local, state, and federal funding programs to support emergency, transitional, and permanent housing opportunities.</p> <p>* Continue to provide rental assistance through various programs to serve homeless persons.</p>		
HE 27.6	<p>Assist and support the development of housing for Extremely Low Income households of all types:</p> <p>* Promote inclusion of rental and ownership housing suitably priced for extremely low income households in all possible housing developments, including transit-oriented and mixed-use housing created as part of program HE 17, and other new housing created, assisted, or incentivized by County policies. Explore specific policies offering additional development exemptions and/or bonuses in exchange for inclusion of extremely low income housing in new housing projects.</p> <p>* Provide specifically targeted financial and other assistance for creation extremely low income households as part of programs HE 25, HE 26 and all other applicable assistance programs provided by the County.</p>	2017	<p>The County continues to explore housing overlay zone, which would incentivize the inclusion of additional affordable housing, as well as implementing the County's Inclusionary Housing Ordinance and Density Bonus Ordinance. However, identification of new policies/exemptions, through the affordable housing overlay zone or otherwise, has not been completed.</p> <p>Analysis of targeted assistance has not been initiated.</p>
HE 28.1	Continue the County's membership and active participation in HEART, including providing operating funds, policy and program support, and fiscal and legal services.	2023	The County continues to participate in HEART, and has committed, in addition to continuing funding through other means, to contribute half of the County's collected Housing Impact Fee revenue to HEART for at least the initial years of the Impact Fee program.
HE 28.2	Continue the County's participation in and support for the Grand Boulevard Initiative, including active participation in the Working Group and Task Force.	2023	The County continues active participation in GBI, through the Working Group and Task Force.
HE 28.3	Continue to provide support for the HOPE	2023	The County continues to provide this support.

	10-Year Plan to Address Homelessness through the following means: active participation in the HOPE Interagency Council and various HOPE sub-committees, support for community outreach and education efforts, and support for a variety of housing opportunities for homeless individuals and families.		
HE 28.4	Partner with C/CAG to support the current work and proposed continuation of the ¿21 Elements¿ countywide collaborative of local jurisdictions (all 20 cities within the County, in addition to the County). Continue to (a) provide research and technical support for jurisdictions in the process of completing their Housing Elements and (b) help jurisdictions with ongoing implementation issues related to completed Housing Elements.	2023	The County has committed to and is continuing to fund the ongoing 21 Elements collaborative.
HE 29.1	Explore the financial feasibility and possible structure for a housing land trust.	2018	This analysis will begin in 2017.
HE 29.2	If a housing land trust is determined by the Board of Supervisors to be both feasible and desirable, establish the entity and begin operations of the land trust.	2018-2020	TBD, dependent on HE 29.1
HE 30.1	Consider amending the County¿s Inclusionary Housing ordinance to add an inclusionary requirement for larger-scale single-family residential developments.	2015-2017	This analysis has not been initiated.
HE 30.2	Adopt administrative guidelines for the Inclusionary Housing ordinance, which can be modified periodically, as a tool to guide implementation of the ordinance and provide clarity and flexibility within the ordinance requirements for situations not addressed in detail. Tie required inclusionary unit housing price and rent levels in the administrative guidelines to	2015-2017	Creation of the administrative guidelines has not been initiated.

	HUD's published rents and prices, or other regularly adjusted levels, rather than levels established and updated by the Board of Supervisors.		
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ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction SAN MATEO COUNTY

Reporting Period 01/01/2016 - 12/31/2016

General Comments: